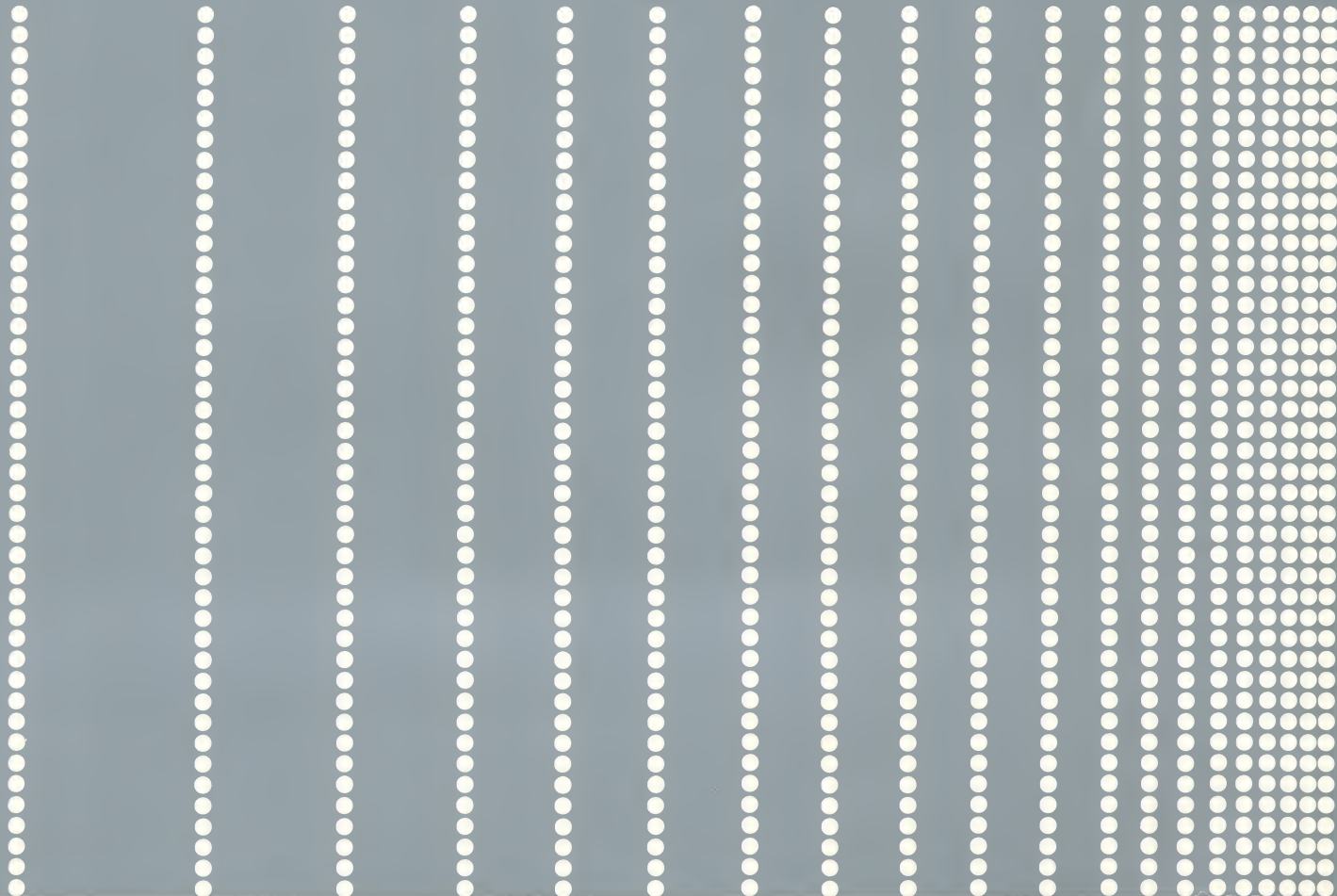
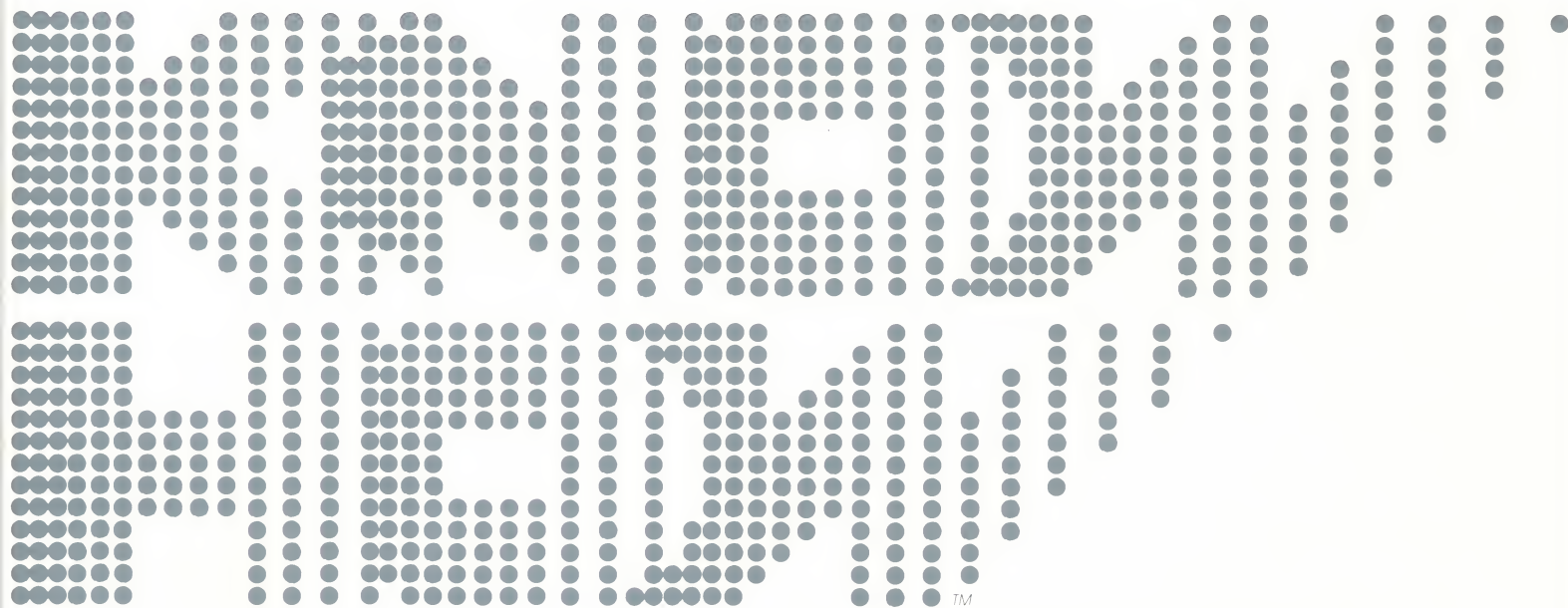


NOW, ALL YOU NEED IS KNOW HOW



The Microcomputer Education Company



The KNOW HOW Corporate Training Program

Let KNOW HOW ease your corporation's transition into the world of integrated computing. Our unique Corporate Training Agreement provides a customized, flexible and high quality training program at attractive corporate rates. Your annual training program is defined, budgeted and delivered by KNOW HOW. The results will show on the bottom line.

The KNOW HOW Corporate Customer Training Agreement provides our customers with:

- *Quality instruction on company specific hardware and software*
- *Customization of instruction relating to: specific customer area of interest incorporating customer terminology*
- *Training at the KNOW HOW Learning Center or at your corporate facilities*
- *Regularly scheduled classes*
- *Attractive corporate discounts*
- *Volume discounts*

Types of Courses

KNOW HOW courses focus on the IBM Personal Computer and the industry's leading productivity software packages. The current curriculum includes courses on:

- | | |
|----------------------------------|---|
| ● <i>Microcomputer Awareness</i> | ● <i>Integrated software packages</i> |
| ● <i>The IBM PC</i> | |
| ● <i>Word processing</i> | ● <i>Making Programs Work Together—Your Own Integrated System</i> |
| ● <i>Data base management</i> | |
| ● <i>Electronic spreadsheets</i> | |

Each KNOW HOW course provides:

- *A Qualified professional instructor*
- *A Clear and thorough KNOW HOW Curriculum Guide keyed to the classroom experience*
- *Careful timing to avoid learning fatigue and to increase retention*
- *Graphics to SHOW you what you are learning*
- *A concise reference card for easy access*

In addition to its established course offerings, KNOW HOW has the capability to develop customized training to meet the needs of its corporate and institutional clients. With access to the industry's most knowledgeable and respected writers, teachers, and curriculum development specialists, KNOW HOW can quickly create special training programs in a wide range of areas.

The Brains Behind KNOW HOW

Lawrence S. Strober—President

Mr. Strober's 14 years experience in the computer field includes:

Director of International Sales and Marketing for MicroPro International Corporation

Vice President of Marketing for Performance Business Machines, (A MicroPro Company)

Founder, Vice President of Marketing for Direct, Inc. a manufacturer of microcomputers and terminals.

Dr. Lawrence J. Magid—Executive Vice President

Doctorate in education from the University of Massachusetts

Regular computer columnist Los Angeles Times

Contributing editor PC World Magazine

Former editor of PC Magazine

Publications Include:

IBM's manual for its EasyWriter word processing system

Users manual for Morrow Design's MicroDecision computer

Telecommunications for the IBM Personal Computer (to be published in 1984 by John Wiley & Sons)

Janice M. Freiburger—Vice President—Sales

Former International Sales Representative MicroPro International Corporation

Administrative Manager Performance Business Machines (A MicroPro Company)

Sales Representative IBM Office Products Division

Donald Schaefer—Director

President, Prentice-Hall, Inc., Englewood Cliffs, New Jersey

Frank Kline—Director

President, Pacific Technology Venture Fund, San Francisco, California

Former Vice President Technology Research, Drexel Burnham Lambert, New York, New York

KNOW HOW, INC.

Four Embarcadero Center, Suite 1970

San Francisco, California 94111

Telephone: (415) 986-8600

***You've invested in your computer, you've selected your software,
now, all you need is KNOW HOW.TM***

KNOW HOW, INC. is an independent education company committed to providing the best in consistent quality education. Some of the nation's leading computer writers and educators have put together a unique methodology to provide business computer users with the skills necessary to fully realize the potential of their computer systems.

KNOW HOW'S Computer Learning Center located in San Francisco's financial district provides a convenient and well-equipped facility for all your personal and business training needs. KNOW HOW also provides on-site training at the customer's option.

The KNOW HOW Retained Learning MethodTM uses proven educational techniques and state-of-the-art technology to create an environment that demystifies computers and dramatically enhances the learning process.

KNOW HOW courses are non-technical and designed for the successful businessperson at all levels of your organization.

KNOW HOW doesn't use rote memory or tedious drills. We start by showing you WHY a program was written and proceed to show you how to get the most out of it.

When you complete a KNOW HOW course, you'll have the tools to reinforce and further develop your learning. We provide you with the reference resources to stimulate your memory, reinforce what you learned and fully utilize your computer system.

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